



MINUTES

REGULAR CALLED MEETING OF THE COMMUNITY DEVELOPMENT (Type B) CORPORATION

Tuesday, June 11, 2019 at 6:30 p.m.

City Council Chambers
450 Cypress Creek Road, Building Four
Cedar Park, Texas 78613

BOARD OF DIRECTORS

- | | |
|---|---|
| <input type="checkbox"/> Vacant, Place 1 | <input checked="" type="checkbox"/> Ryan Wood, Place 6, President |
| <input checked="" type="checkbox"/> Ginger Goodin, Place 3 (V.P.) | <input checked="" type="checkbox"/> Dick Lewis, Place 2 |
| <input type="checkbox"/> Ramona Kar, Place 5 | <input checked="" type="checkbox"/> Bob Lemon, Place 4 |
| | <input checked="" type="checkbox"/> Lance Gunn, Place 7 |

AGENDA

- A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN.

President Ryan Wood called the meeting to order at 6:30p.m. noting that a quorum was present.

- A.2 Citizen Communications.
(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)

None

- A.3 Board Members' Opening Comments.

President Wood welcomed the Board and City Staff to the meeting and explained that they will be discussing some agenda items out of order and will be going right into an Executive Session.

F.0 EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, the Community Development (Type B) Corporation Board will now convene in a Closed Executive Session pursuant to the following provisions of the Texas Open Meetings Act, Chapter 551, of the Texas Government Code:

- F.1 Section § 551.071 (2) Consultation With Attorney Regarding Matters In Which The Duty Of The Attorney To The Governmental Body Under The Texas Disciplinary Rules Of

Professional Conduct Of The State Bar Of Texas Clearly Conflict With This Chapter, and Section § 551.072 Deliberation Of The Purchase, Exchange, Lease, Or Value Of Real Property.

- a. *Legal Issues Concerning Potential Property Acquisition And Development Related To The Bell Boulevard Redevelopment Plan.*

The 4B Board reconvened into a second Executive Session at 8:15 p.m. No action was taken on items from the Executive Session.

- F.2 Section § 551.087 Deliberation Regarding Economic Development Negotiations.

- a. *Update Regarding Negotiations with Economic Development Prospects.*

The 4B Board convened into Executive Session at 6:31 p.m. No action was taken on items from the Executive Session.

OPEN MEETING

The Community Development Corporation (Type B) Board reconvenes into Open Session at 6:55 p.m.

STAFF REPORTS **(DISCUSSION ONLY)**

- B.1 2nd Quarter Financial Report For FY 2019. (Chad Tustison, Assistant Director Finance)

Chad Tustison, Director of Finance presented to the Board the 2nd Quarter Financial Report. He broke down the report by reviewing the actuals from FY2016-2018, reviewed the FY19 Budget, went over the expenses in the budget, sales tax allocation, sales tax collections, expenses through the 2nd Quarter, ending available fund balance summary and balance projections.

President Wood asked about the sales tax projection. He said that there was an increase in sales tax, but we were still under the projected revenue. Did Finance assume there would be more sales tax growth? Chad Tustison replied that it is projected at 4% over the prior year and expects April through September to be at 3.6 Million. They anticipate collecting more in the second half of the fiscal year.

Director Gunn asked why the March projections were higher than other months. Chad replied that it is due to Spring Break. Director Gunn also asked about percent of budget spent in the first quarter – is it usually back loaded? Chad replied that they usually trend 25% in first qtr, 50% in the 2nd qtr. This one is different due to the Destination Bell Blvd. payment which was held off because they wanted to wait until sales tax collections came in to pay those funds.

Director Lewis asked if online purchasing is affecting sales tax collections. Chad Tustison explained that it is most likely the new development just coming online which means there are no new sources for sales tax collections.

Chad Tustison, Director of Finance presented to the Board the Financial Forecast for FY20. In planning the forecast for FY20, Finance has done things a little differently by focusing on the Board's strategic goals adopted by the Board in March, building fund balance, and setting guidelines for future spending as well. At this time, they are anticipating a 2% growth for FY20. Not as much growth as in previous years due to lack of new development. Chad also did a brief overview of the funding categories; Economic Development, Transformational Projects and Community Enhancements. The only item that was already approved was an agreement with VUV Analytics for \$72,000 in the Economic Development Category. He went on to go over the other categories such as; debt service, staff support and board expenses. The last payment in debt service is for this fiscal, so you will see a drop for the next fiscal year. Chad went on to show a general overview of the FY20 projections and where the money is allocated to.

President Wood mentioned to the Board that the 1.4 million growth in fund balance is about 18-19% of the sales tax revenue of the 7.7 million. The Board has discussed what the right percentage was as far as savings and if they were saving enough. This is something to think about moving forward. He also mentioned that line 11 in the budget will disappear, so the fund may not have as much savings growth in FY20, but there is potential to grow it in the coming years.

Chad also presented forecasting for FY21. Finance recommends allocating staff and board support to 4%, Economic Development at 20%, Transformational projects to 45%, and Community Enhancements at 15%. Allocating 84% of sales tax to the various line items. Which leaves about 16% for growth in fund balance. Each year will be looked at individually as well. This is a guideline for growing that fund balance.

President Wood mentioned that the only thing that is a little confusing is that the growth in fund balance and the transformational projects are going to be constantly changing, because they can't predict what type of projects might come their way. It could be that one year there are no transformational projects and the Board can increase the fund balance, or vice versa. President Wood sees the 45% Transformational Projects category as a changing category. He would ideally like to see a 20% growth in fund balance, but it's going to have to be looked at year-to-year due to the nature of this category.

Director Lewis wanted a little bit of a more aggressive percentage for growth in fund balance, but he understands the projections. He also noted that after FY20, we will see the debt service change and that might increase our fund balance.

Director Gunn asked how they made their projections. Did they match with other cities or the state? Chad explained that they will have a better idea in a few months as they get more data and as they finalize the general fund budget. They also look at regional cities and sometimes Austin. They have a list of comparable cities as they create these projections.

Chad went on to present a general forecast for FY2020-2024 just so that the Board knows that the City is creating the forecasts with the Board's strategic goals in mind.

CONSENT AGENDA

(Pursuant To Community Development Board Rule, the Consent Agenda consists of all items set forth on Agenda Item C.1. The Consent Agenda May Be Approved By A Single Motion.)

C.1 Approval Of The Minutes Of The March 12, 2019 Regular Called Meeting.

Director Lemon motioned to approve the Consent Agenda. Director Goodin seconded the motion and it passed with a 5-0 vote.

PUBLIC HEARINGS

D.1 No Items Scheduled.

None

REGULAR AGENDA

DISCUSSION AND POSSIBLE ACTION

E.1 Consider Applications For Newly Proposed Project/Programs Submitted For Fiscal Year 2019-2020 Community Development Corporation Funding Consideration, Including:

Fran Irwin, Director of Community Affairs introduces staff that is presenting and let the Board know that staff considered the 4B Strategic Plan and prioritized projects for consideration. Fran also let the Board know that the Sidewalk Gap project and Bike Lane project will be presented at the next Board meeting to avoid any confusion with the new projects being presented. This is a discussion only and no action is needed on the projects presented tonight.

a. Economic Development - \$500,000.

1) Consider A Project Proposal For Funding Project Silver An Economic Development Project In An Amount Not To Exceed \$500,000.

There were no questions from the Board

b. Transformational Projects - \$3,020,000.

1) Consider A Project Proposal For Lakeline Park Phase 1 In An Amount Not To Exceed \$1,000,000.

Randall Lueders, Sr. Project Manager Engineering discussed the timeline of this project. December 2018 was the masterplan adoption, March 2019 was the selection of features in Phase 1 (north section of park) and May 2019 was the Phase 1 design consultant authorization. He went on to describe some of the features and the funding breakdown.

Director Lemon asked what the Multipurpose Pavilion was as opposed to the small Pavilion. Randall explained that the Multipurpose Pavilion could be used as an amphitheater for performing arts as opposed to a small pavilion that is only used for shade and small parties.

President Wood asked what the amount of Bond money was and if it was going all into Phase I. Sam Roberts, Assistant City Manager confirmed that it was 6.5 Million in bonds and that future phases will be supported by future bonds.

President Wood asked if the \$1 million that is being asked for is going to be for specific projects or if this for overall? Randall said that this is for overall.

Director Goodin asked if the all the design is done and if this is for the planning of actual features and construction. Randall said that design phases are completed and that this is for the actual construction.

Director Lemon asked what the anticipated completion date will be. Randall explained that they estimate about 2 years.

Director Lemon then asked if it would be better to spread out the 1 Million over 2 years. Sam Roberts, Assistant City Manager, explained that we would need the money all at once due to construction contracts.

- 2) Consider A Project Proposal For Funding Of The Bell Redevelopment Project In An Amount Not To Exceed \$1,720,000.

This item was discussed in the second Executive Session F.1b. No action taken by the Board.

- 3) Consider A Project Proposal For Bell Boulevard Park Planning In An Amount Not To Exceed \$300,000.

Katherine Caffrey, Assistant City Manager went into detail about the project. Based off community input over the last few months, the park has expanded to more than 12 acres. This proposal would be to oversee work that needs to be done, create detention ponds, trails, buffer the neighborhood and transition to new development. This proposal will be for comprehensive park planning (design through construction documents). There will be close coordination with civil engineering and drainage work and more public engagement to come.

Director Lewis wanted to confirm that the \$300,000 would be the max amount used for planning, drainage and some engineering work. Katherine confirmed that is what the money would be used for.

c. Community Enhancements - \$1,650,000.

- 1) Consider A Project Proposal For The Design And Installation For Replacement Of Pole Mounted Street Signs In An Amount Not To Exceed \$150,000.

Keith Vaughn, Assistant Director of Public Works presented the pole mounted street sign project. This is a continuation of a multi-phase project. This is changing the round sign pole to a non-perforated square pole with 4 new name signs on each pole and street numbers on each name sign. They make the signs in-house and make about 3 installations per day. Keith explained the process of making the street signs

in-house. There are 1,523 intersections that remain. The total cost to do them all at once would be \$761,500 and they are requesting \$150,000 for Phase 5.

- 2) Consider A Project Proposal For The Design And Construction Of Right Turn Lanes On South Bound Bell Boulevard At West Bound Cypress Creek Road In An Amount Not To Exceed \$400,000.

Darwin Marshall, Director of Engineering showed a brief video of the right turn lane in question and how it needs to be expanded. The cost of this project will include widening of this turn lane, widening the box culvert and potential for pedestrian crossing. This project was recommended in the Transportation Master Plan.

President Wood asked is the \$400,000 would include drainage. Darwin confirmed that the drainage portion is included with this funding.

Director Lewis asked if the pedestrian walkway was included as part of the cost. Darwin explained that they want to wait and see if the widening of the lane and the box culvert if there is enough room for a pedestrian walkway. They will come back to the Board with cost and a project plan if they are able to fit one.

Director Gunn asked how wide it will be. Darwin confirmed that it will be 12 ft.

- 3) Consider A Project Proposal For Matching Funds For A Possible Wilco Bond Project To Extend The Wilco Regional Trail To Lakeline Park And A Pedestrian Bridge Over Bell Boulevard (US 183) In An Amount Not To Exceed \$500,000.

Kimberly Reese, Project Manager, presented to the Board about the project. In May 2019 the City submitted to the County a proposal to include a 2.5 million project in the County's 2019 bond election for a regional trail connection to Lakeline Park with a dedicated shared use bridge over Bell Blvd. If selected, this funding request (which is 20% of the project cost) is to cover the City's required match. If the County does not select this project, then staff will return to the Board with options and discussion.

Director Lemon asked if there are any conceptual drawings. Kimberley did not have drawings at this time. They are looking into design options.

Director Lewis asked if shared use meant both bike and pedestrian? Kimberly confirmed both bike & pedestrian for this trail.

President Wood asked if they know if they have voted on this project yet? Sam Roberts, Assistant City Manager, explained the bond election process to the Board and said it looks positive that they will receive an update on which way the County will vote on this project soon.

- 4) Consider A Project Proposal For Funding Of Improvements To the Veterans Dog Park In An Amount Not To Exceed \$100,000.

Mike DeVito, Assistant Director of Parks & Recreation, presented to the Board about the project. They would like to use the funding for Phase 2 of the dog park improvements which would include; grading and installation of top soil, re-vegetation, irrigation improvements and installation of tree wells.

- 5) Consider A Project Proposal For Engineering And Related Services For The Brushy Creek North Fork Trail In An Amount Not To Exceed \$500,000.
Kimberly Reese, Project Manager, presented on this the project proposal. This project began as a recommendation from the PACE Board's Hike & Bike Subcommittee. It was submitted to CAMPO call for projects and CAMPO allocated \$2.6 Million for construction of the trail. The amount requested will be to cover Soft Costs such as; Engineered Design and Related Pre-Construction services.

F.0

EXECUTIVE SESSION

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- b. Legal Issues Concerning Potential Property Acquisition And Development Related To The Bell Boulevard Redevelopment Plan.*

The 4B Board reconvened into a second Executive Session at 8:15 p.m. No action was taken on items from the Executive Session.

OPEN MEETING

The Community Development Corporation (Type B) Board reconvenes into Open Session at 8:25 p.m.

President Wood asked if there were any other questions or comments on item E.1 from the Board.

Director Lewis asked that a future agenda item for the July meeting be to re-classify item E.1a to be under the Community Enhancement category instead of the Economic Development Category.

ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

- G.1 Board Member Closing Comments.

President Wood reminded the Board that the next meeting in July will have updates on Right Hand Turn Lane projects and Bike Lane Projects.

Director Lewis asked about the Transformational Projects budget category. He noticed that there will be projects that are competing for those funds and the Board will need to prioritize projects. Can we add something on the agenda for how to prioritize projects. President Wood recommends that after the July meeting we discuss future strategy.

Director Lemon announced his retirement from the 4B Board. This will be his last meeting. The Board recognized and thanked Director Lemon for his service to the Board and to the City of Cedar Park.

Next Regular Scheduled Board Meeting **Tuesday, July 9, 2019 At 6:30 P.M.** In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

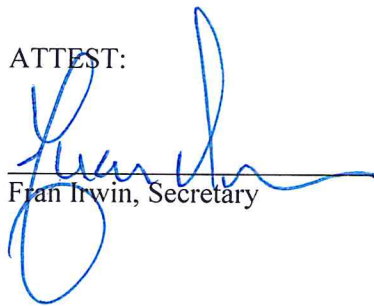
H.1 Adjournment.

The meeting adjourned at 8:31p.m

PASSED AND APPROVED THIS THE 9th DAY OF JULY, 2019.


for Ryan Wood, President

ATTEST:


Fran Irwin, Secretary